

Interlibrary Loan-Request an item **not** owned by Newton Public Library

FYI

- Limit to **4 requests** at a time (includes items currently checked out)
- Limit to **1 season** of a TV shows at a time.
- Books published **in the last 3 months** cannot be requested
- Allow **at least 1 week** for items to arrive
- If NPL has not contacted you **after 1 week** please contact NPL to investigate the request
- Contact NPL **if you no longer need the item**

Please print all information
Complete as thoroughly as possible

Newton library card# _____ **(Required)**

Today's Date: _____

First Name: _____ MI: ____ Last Name: _____

Phone#1: _____ Phone#2: _____

Email: _____

Item not needed after this date (*if applicable*): _____

Circle Item Type Book Large Print DVD CD Playaway

Title: _____

Author: _____

Other information: _____

If Item is not found in Kansas libraries; do you want NPL to search out-of-state?

-Yes No

Include libraries that charge? Yes No If yes, \$ limit? _____

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